 State of Kansas

 Project Management

 Class Offerings

**Secrets to Managing Virtual Projects and Remote Teams**

April 9-10, 2024 8:30am-4:30pm Virtual

 $260 per participant\* PDU’s – 14

Virtual projects and remote teams are commonplace in the modern workplace. Managing virtual projects and teams requires new techniques and approaches different from traditional onsite projects. This 2-day course examines ways to set and monitor team performance while building trust and responsibility within the team. It includes ways to build more transparent communication in a virtual setting while verifying that the stakeholders understand all messages.

***Objectives***

* **Define the range of virtual teams**
* **Compare the types of virtual teams**
* **Describe the benefits of virtual projects and teams**
* **Create a remote policy**
* **Identify common problems and challenges**
* **Analyze a technology assessment**
* **Discuss the advantages and disadvantages of virtual and remote teams**
* **Create team charter**
* **Develop team members’ decision-making strategies**
* **Recognize strategies for building trust and encouraging engagement from all parties**
* **Identify the type of training for the project manager**

***Registration:*** Please register through our KITO website:

<https://ebit.ks.gov/kito/training>. Once there please select the class you wish to attend, complete the form and email to KITO@ks.gov. If you have any questions, please contact Celena Ramirez at 785-368-7161, or celena.m.ramirez@ks.gov.

***Cancelation Policy:***  Cancelations up to 30 business days prior to class date are eligible for a 100% refund. Less than 30 business days there is NO refund.

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\*2.5% administrative fee included

PMI’s Talent Triangle Breakdown for this class: Technical=14